

BOARD OF FINANCE
SEPTEMBER 20, 2007

Present: Marty Shapiro; Tom Tesoro; Bill Crooks and alternates Joanna Brunner; Patrick Helfrich; and Alex Robinson (arrived at 8:05 p.m.)

Also present: Ray Baldwin, First Selectman; Lynn Heim, Director of Finance; Lynn Scully, Internal Auditor; Anthony Musto, Town Treasurer; and Dan Schopick, Town Attorney.

The regular monthly meeting of the Board of Finance was called to order at 7:30 p.m. by Marty Shapiro, Acting Chairman. All those present joined in the Pledge of Allegiance and a moment of silence to remember our service men and women stationed around the world.

Mr. Shapiro announced that due to the absence of Kathleen McGannon and George Areson, Joanna Brunner and Patrick Helfrich will be sitting in for them.

Public Comments: None

Motion made by Mr. Tesoro to approve minutes of May 10, 2007 as presented; seconded by Ms. Brunner.

Mr. Crooks moved to amend Page 5, Agenda #5-07-08 by inserting the name of the one negative vote, "Motion carries 5 – 1 (*McGannon*)"; seconded by Ms. Brunner. Motion carries unanimously 5 – 0.

Mr. Tesoro moved the minutes as amended; seconded by Ms. Brunner. Motion carries unanimously 5 - 0.

Motion made by Mr. Tesoro to approve minutes of June 14, 2007 as presented; seconded by Ms. Brunner.

Motion carries unanimously 5 - 0.

Treasurer's Report: Mr. Musto showed where we were at the beginning of the fiscal year. Interest rates earned at that time did better than we thought they were going to do. We budgeted for 1.3 million dollars; we earned \$1,824,461. First quarter this fiscal year is doing about the same.

'89 and '88 debts have been paid off.

Internal Auditor's Report: Ms. Scully passed out the BOE's response to the review she had done back in 2006. She reported that Trumbull Day had a net loss of approximately \$45,000; however, they did have a fund balance of approximately \$23,000 to start, leaving a deficit of \$22,000 in their fund balance. This was due to revenues coming in at 78.8% of the budgeted amount.

The Board received a draft of her Review of Town Vehicles as presented to the Town Administration for their review in early August. A series of meetings with the Town Administrators, the BOE and the Town Labor Attorney have occurred and Ms. Scully expects to have written responses shortly. Once she receives these responses, the report will be finalized and presented to the Board.

Ms. Scully is now doing research and analysis with respect to Revenues and expects to be planning the first of several audits on this subject.

9/07/01...Rails to Trails...Appropriation of \$1,388,300 from the Unreserved Fund Balance to Account 72-130017-581888 Capital Outlay.

Ms. Brunner moved to approve as presented; seconded by Mr. Tesoro.

Present for this discussion was Theo Samadjopoulos. Theo explained that the existing path is on the old railroad path starting at Tait Road to the town line. We are trying to conform it to state requirements using state funds. Portion that will be paved is from Whitney Avenue north. Bidding construction of the project is completed. We are now requesting authorization to expend the necessary funds to complete the project. These funds are estimated to be \$1,388,300. Grant funds total 80% with 20% contribution from the town. Funding is reimbursable.

Alex Robinson arrived at 8:10 p.m. and will be sitting in for Russell Friedson.

Mr. Tesoro summarized this authorization request as follows: We are asking for 1.3 million dollars; this will be put into capital outlay. We are then going to spend that money and that money will flow back into capital outlay. If we decide to approve this authorization, we request that we be given an accounting of it so that we can actually see the money coming back in.

Motion carries unanimously 6 – 0.

Ms. Brunner moved to amend Agenda #9/07/02 by changing it to a recommendation of the Senior Tax Relief Program to the Town Council. (This is an amendment to change the agenda and requires a 2/3 vote.); seconded by Mr. Tesoro. Motion carries unanimously 6 – 0.

9/07/02...Recommendation to revise and expand the existing Senior Citizen and Disabled Persons Tax Relief Regulations.

Ms. Brunner moved agenda as amended; seconded by Mr. Tesoro. Motion carries unanimously.

Ms. Brunner moved to approve amended; seconded by Mr. Tesoro.

Present for this discussion were John Rotundo; MaryBeth Thornton, Town Council members and Ross Murray, Tax Assessor.

Mr. Rotundo explained that what this committee is trying to do is make this plan a little more dynamic.

First change that is being made is to income qualifications. For a senior to qualify we are going to expand the income qualification up to \$58,000. This will influence more seniors to enter into the program. Within the program, there are three different programs: Tax Credit Program, Freeze Program, Deferral Program.

Second change is to the Tax Credit Program. In the program itself, depending on your income salary falling within a certain bracket, within that bracket there will be certain credits. We are looking to increase those credits within the brackets so that seniors will see anywhere from \$10 to \$235 increased benefits the following year.

Third change is that we are adding a self-adjusting bracket which is tied to the social security cost of living increase. This keeps the seniors in the bracket that they choose.

Motion on recommendation to revise and expand the existing Senior Citizen and Disabled Persons Tax Relief Regulations to the Town Council carries unanimously 6 – 0

Mr. Crooks moved to take agenda item 9/07/45 out of order; seconded by Mr. Tesoro. Motion carries unanimously 6 - 0

9/07/45...Appropriate from Unreserved Fund Balance the sum of \$27,000 to Elections Account 01010800-581888 Capital Outlay, \$27,000 for the purpose of purchasing twenty lockable storage containers to transport the necessary voting equipment to each polling place.

It was motioned by Ms. Brunner; seconded by Mr. Tesoro to move as presented.

This supplemental is for twenty lockable storage containers to transport necessary voting equipment to each polling place. There are seven voting districts (2 containers per district = 14 containers) plus three additional voting districts during state and

federal elections (additional 6 containers) = total of twenty containers. The Registrars have \$7,000 in their 2007-08 fiscal year capital outlay account. The state will reimburse us \$1,000 per unit if containers are purchased by December.

Motion carries unanimously 6 - 0

9/07/03-9/07/44...Year End Transfers/Supplementals – 2006/2007

It was moved by Ms. Brunner; seconded by Mr. Tesoro to move in total.

Mr. Crooks offered a friendly amendment to exclude the adoption on this motion of the following agenda items...9/07/09, 9/07/11, 9/07/40, 9/07/41, 9/07/42, 9/07/43; seconded by Mr. Tesoro. Motion carries unanimously 6 - 0.

Amended motion carries 6 – 0

Motion as amended carries 6 – 0

Ms. Robinson left at 9:25 p.m.

9/07/09...Transfer from Account 01013400-511151 Employee Benefits-Medical the sum of \$213,164.23 to Account 01013400-511152 Employee Benefits-Workers Comp. (2006-2007)

It was moved by Ms. Brunner; seconded by Mr. Tesoro.

Motion carries unanimously 5 – 0

9/07/11...Transfer from Account 01013800-590011 Town Hall-Heat the sum of \$8,341.78 and Account 01013800-590013 Town Hall-Water the sum of \$1,084.12 to Account 01013800-578802 Town Hall-Bldg/Equip Maint/Repair, \$130.76; Account 01013800-578804 Town Hall-Refuse Removal, \$80.23; Account 01013800-590014 Town Hall-Telephone, \$9,214.91. (2006-2007)

It was moved by Ms. Brunner; seconded by Mr. Tesoro to approve as presented.

Motion carries unanimously 5 – 0

9/07/40...Transfer from Contingency Account 01013800-501116 the sum of \$80,807.41 to Accounts 01010800-501101 Elections FT Salaries, \$679.33; 01022600-501101 EMS FT Salaries, \$11,515.16; 01022800-501101 F/M FT Salaries, \$32,188.64; 01023200-501101 Building Official FT Salaries, \$9,738.02; 01030000-501101 PW Director FT Salaries, \$13,041.04; 01030200-501101 PW Maint. Fleet-FT Salaries, \$3,081.07; 01030400-501101 PW Disposal Area FT Salaries, \$3,507.40; and 01080600-501101 Parks FT Salaries, \$7,056.75. (2006-2007)

It was moved by Ms. Brunner; seconded by Mr. Tesoro to approve as presented.

Motion carries unanimously 5 – 0

9/07/41...Appropriate from the General Fund the sum of \$114,118.03 to Accounts 01011800-522201 Bd. Of Assessments Clerical Fees, \$180; 01011800-545501 Bd. Of Assessments Legal Notices, \$353.74; 01030023-590017 Security-Bldg & Grounds Sewer Fees, \$34,496.34; 01030025-590015 PW Street Lights, \$30,502.68; 01030200-567702 PW Maint/Fleet-Veh. Repairs, \$37,314.50; and 01080600-590012 Parks-Electricity, \$11,270.77. (2006-2007)

It was moved by Ms. Brunner; seconded by Mr. Tesoro to approve as presented.

Motion carries unanimously 5 – 0

9/07/42...Transfer from Sewer Accounts 20100000-501102 Salaries PT-Permanent, \$8,138.25 and 20100000-501103 Overtime, \$3,829.63 to Sewer Accounts 20100000-545501 Legal Notices,\$117.66; 20100000-567701 Gas,oil,grease, \$823.65; 20100000-567702 Vehicle Repair, \$761.76; 20100000-578005 Extraordinary Items, \$8,526.20; 20100000-589901 Annual Rentals/Leases, \$900; 20100000-590011 Heat, \$838.61. (2006-2007)

It was moved by Ms. Brunner; seconded by Mr. Tesoro to approve as presented.

Motion carries unanimously 5 – 0

9/07/43...Appropriate from Retained Earnings the sum of \$52,066.84 to Sewer Account 2010000-590012 Electricity. (2006-2007)

It was moved by Ms. Brunner; seconded by Mr. Tesoro to approve as presented.

Motion carries unanimously 5 – 0

Motion made to adjourn by Ms. Brunner; seconded by Mr. Tesoro.

Meeting adjourned at 9:55 p.m.

Respectfully submitted,

Gail Bokine, Clerk